

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



June 2, 1995

ALL-COUNTY LETTER NO. 95-24

TO: COUNTY WELFARE DIRECTORS
COUNTY GAIN COORDINATORS
COUNTY CAL-LEARN COORDINATORS
COUNTY FISCAL OFFICERS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

SUBJECT: STATE FISCAL YEAR 1995/96 CAL-LEARN PLANNING

REFERENCE: ALL COUNTY LETTER NO. 94-40
COUNTY FISCAL LETTER NO. 94/95-35

This letter is to transmit Fiscal Year (FY) 1995/96 Cal-Learn Program planning information. To facilitate county allocations and allocation advances, counties are required to submit the attached FY 1995/96 Cal-Learn Program Caseload Projections and Supportive Services Cost Estimate by June 30, 1995.

CAL-LEARN COUNTY PLAN

Each county's approved Cal-Learn County Plan will remain in effect as an addendum to the county's GAIN County Plan. Any substantial change in a county's Cal-Learn Program requires prior California Department of Social Services (CDSS) approval. If a county is considering a substantial change in the provision of Cal-Learn services (e.g., a new case management contractor), the county should contact their CDSS Cal-Learn analyst.

CASELOAD PHASE-IN

All-County Letter (ACL) No. 94-40 required that all eligible teens must be notified of program requirements and become Cal-Learn participants by September 1, 1995. Some counties have expressed concern regarding the county's ability to fully phase-in its Cal-Learn caseload by the deadline. To identify the circumstances that are inhibiting full caseload phase-in, a survey was conducted in February, 1995 by CDSS Cal-Learn Program analysts. The results of this survey indicated that a few counties have unique circumstances that are inhibiting full implementation.

The Department recognizes that counties with large caseloads that implemented Cal-Learn late in the fiscal year may not be able to fully phase-in by the deadline because they may not be able to recruit, hire, and train the staff necessary to provide

the required services for Cal-Learn. All other counties are expected to meet the September 1, 1995 full phase-in deadline.

For counties that indicate on the attached caseload projection that they cannot phase-in their Cal-Learn caseload by September 1, 1995, their Cal-Learn Program analyst will work directly with them to develop a strategy to fully implement the program and to establish a date by which the department will require full caseload phase-in.

CAL-LEARN PROGRAM FISCAL YEAR 1995/96 ALLOCATIONS

For FY 1995/96, the maximum reimbursement rate for case management remains \$137.50 for each casemonth actually served. County administrative activities are budgeted at the rate of 30 minutes of Eligibility Worker (EW) time per casemonth.

County allocations will be developed by using the information submitted by counties on the attached caseload projection in conjunction with the CDSS caseload projections. The costs for supportive services (child care, transportation and ancillary expenses) will not be part of the county's allocation. The county will be reimbursed for costs claimed. Counties are required to adhere to the same Regional Market Rates as GAIN for child care, and GAIN requirements for transportation reimbursement (MPP 42-750).

Allocations for counties' Cal-Learn Programs cannot be finalized and transmitted to counties until the state budget has been passed by the Legislature and signed by the Governor.

County Cal-Learn Program allocation advances will be made from a prepared schedule consisting of seventy-five (75) percent of the county's case management allocation and projected child care costs. One twelfth of the amount will be advanced each month pending the availability of federal funds. This advancing policy for Cal-Learn takes into consideration the recent implementation of the program and continued phase-in of cases. Once a program history has been established, then this policy may be revisited. To establish an amount for child care advances, the CDSS will use the child care costs projected by the county on the attached supportive services cost estimate. When estimating your county's cost for child care, please base your estimate on the county's experience with teenage parents.

CAL-LEARN START-UP ALLOCATIONS

The Governor's proposed budget currently contains an amount for Cal-Learn start-up for FY 1995/96. The 1995/96 start-up budget was developed at the same time as the FY 1994/95 start-up allocation, and was based on full program implementation by September 1995.

Several counties have expressed a need to have part of the county's FY 1994/95 start-up allocation moved into FY 1995/96. The department has begun to facilitate this process. However, it cannot be completed until counties provide the department with a written start-up allocation change request. Any county wanting to have part of their FY 1994/95 Cal-Learn start-up allocation moved into FY 1995/96 must complete the attached Cal-Learn Program Start-Up Change Request and return it to their Cal-Learn Program analyst by June 30, 1995.

As with Cal-Learn Program allocations, Cal-Learn Program start-up allocations cannot be finalized and transmitted to counties until the state budget has been passed by the Legislature and signed by the Governor.

Any questions related to Cal-Learn Program planning for FY 1995/96 or caseload phase-in should be directed to your Cal-Learn Program county analyst of the Employment Programs Bureau at (916) 654-1424. Questions related to Cal-Learn allocations should be directed to Julio Rodriguez of the County Cost Analysis Bureau at (916) 657-3806.

Sincerely,



BRUCE WAGSTAFF
Acting Deputy Director
Welfare Programs Division

Attachments

c: CWDA

**FY 1995/96 CAL-LEARN PROGRAM CASELOAD PROJECTION
AND SUPPORTIVE SERVICES COST ESTIMATE
COUNTY: _____**

Section I - Monthly Caseload Projection

Month	Column A # of Teens Participating	Column B # of Teens Deferred	Column C # of Teens Exempt	Column D # of Teens Deferred for Lack of Case Management
July 95				
August 95				
September 95				
October 95				
November 95				
December 95				
January 96				
February 96				
March 96				
April 96				
May 96				
June 96				

TOTALS _____

Section I Instructions: For each month, enter the number of teen parents that your county expects will be in each Cal-Learn status above. Teens are not to be duplicated in one month. Example: In July, a teen who is accounted for in column A cannot be entered in column B, C, or D. Every teen is counted for each month. Example, a teen is deferred in July and August. That teen would be entered in column B for both July and August.

Section II - Phase-in

The county expects to complete (or did complete) caseload phase-in during the month of _____, 199____. If the county has a unique circumstance that is inhibiting complete phase-in by September 1, 1995, attach an explanation.

Section III - Supportive Services Cost Estimate

Type of Service	# of Casemonths Needing Service	Average Cost Per Casemonth	Total Amount Projected
Child Care			\$
Transportation			\$
Ancillary			\$

TOTAL AMOUNT PROJECTED \$

Section III Instructions: Enter the number of casemonths (1 teen for 1 month = 1 casemonth) your county expects to provide funding for and the average cost for each casemonth in the middle two columns for each type of service. In the last column, multiply the number of casemonths needing each service by the average cost per casemonth. Do not include deferred teens in your estimate. Please base your estimate on your county's experience with teen parents.

Completed by: _____ Phone # _____

FISCAL YEAR 1994/95 CAL-LEARN PROGRAM
START-UP ALLOCATION CHANGE REQUEST

COUNTY: _____

_____ County is requesting a change to the county's Cal-Learn Program start-up allocation for Fiscal Year (FY) 1994/95. The county's start-up allocation as transmitted in County Fiscal Letter No. 94/95-35 is \$_____. The county is requesting that the FY 1994/95 allocation be reduced by \$_____ and moved into FY 1995/96.

The reason this request is being made is:

Prepared by: _____ Date: _____

County Fiscal Officer

County Cal-Learn Coordinator

Note: This request must be received by your California Department of Social Services Cal-Learn Analyst in the Department's Employment Programs Bureau by June 30, 1995.